

Assistant for Admin. (DD/I)

Friday, 29 May 1953

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1. Discussed further with [REDACTED] certain of his reactions to General Cabell's memo relative to the Agency system of regulatory issuances. After discussion, [REDACTED] agreed that his tentative suggestion that the DD/I be authenticating officer for regulations governing domestic activities was not appropriate.

2. Met with the Area Records Control Officers for the DD/I area and members of the Records Management Staff to discuss the draft of the Agency File Manual and other problems in connection with the Records Management Program. It was agreed that the Agency File Manual should be confined to standardization of the filing of administrative material, excluding references to the filing of "substantive" material which will have to be prescribed on an office-by-office basis. It was also agreed that it was appropriate for this working group to meet from time to time to discuss records management problems, exchange ideas, etc.

3. Attended the PRC meeting at which three DD/P projects were considered, final action on two being deferred pending additional review and information.

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